

PLANNING BOARD
Meeting Minutes
Tuesday,
April 01, 2014
Town Hall, 120 Main Street
7:00 PM

1 Present: R. Rowen, D. Kellogg, L. Rudnicki, M. Colantoni, J. Simons (arrived at 7:45)

2 Absent: L. McSherry

3 Staff Present: J. Tymon, J. Enright

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5 Meeting began at 7:03 pm.

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7 **PUBLIC HEARINGS**

8 NEW PUBLIC HEARING; 80 Saile Way: Application for a Watershed Special Permit.

9 Applicant seeks to continue the use of a cobblestone walkway in the backyard.

10 J. Tymon: The home was constructed in 1997 and the pool was added in 2005. Both of those
11 projects received a Watershed Special Permit. The pool plan specified a limit of work. The
12 backyard is within the Non-Disturbance Zone. Since 2005 there has been some clearing of the
13 under-story, plantings, and a walkway has been installed. The walkway pavers are pervious.
14 The Conservation Commission has reviewed the proposed planting plan. The plan consists of a
15 limit of 'regular maintenance' area, an area designated for 'dense plantings', and an area for
16 'woodland plantings'. The walkway will remain since the cobblestones are pervious. In addition
17 to the plan the Conservation Commission approved a list of conditions. The Watershed Special
18 Permit should include similar conditions.

19 Paul Russell, Property Owner: The cobblestone walkway was installed on the existing material.
20 There is not any gravel installed. It was discussed with the Conservation Commission that the
21 monitoring report would not be provided by a professional engineer. The report would be an
22 open invitation for the Conservation Administrator or Town Planner to visit the site to ensure the
23 plantings are growing. The gray area is within the 25' buffer zone that Conservation has
24 jurisdiction to. The idea was to plant every 6'-8' or 10-12' from existing plantings or from the
25 new plantings. In the 'woodland planting' area there is a tremendous amount of existing trees.
26 The new plantings will be selected from the list provided.

27 J. Tymon: The intent is to plant enough native plantings to provide infiltration and prevent
28 runoff. The planting are to create more of the under-story that previously existed.

29 L. Rudnicki: Requested before and after photos be submitted for the file.

30 R. Rowen: A draft Decision can be crafted for the next meeting.

31
32 NEW PUBLIC HEARING; Annual Town Meeting Zoning Articles.

33 J. Tymon: This is the opening of the Public Hearing for zoning articles. The proposed Wind
34 Turbine and Medical Marijuana bylaws have been reviewed with the Board of Selectmen. Their
35 feedback was discussed at the last meeting. There has not been any public comment or inquiries
36 received. The third item is the proposed Downtown Overlay District changes.

37 J. Tymon: David Steinbergh would like to revise Downtown Overlay District language to make
38 it clear that all Uses allowed by right in the underlying zoning district are allowed in the Overlay
39 District. In addition, he would like to request that the Planning Board be allowed to waive certain
40 parking and dimensional requirements for existing non-conforming Uses within the Downtown
41 Overlay District without requiring the project to go before the Zoning Board of Appeals.

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David Steinbergh, West Mill Developer: The concern is that to change Uses there will likely have to be some change to the dimensions of the building for an entrance, add a lobby, or create an exit. In the Downtown Overlay there are a lot of restrictions having to do with how the building is placed, accessed, parking, etc. If we change Uses and even touch a building that is already non-conforming with the Downtown Overlay District dimensional requirements the physical change can make it become more non-conforming in the district. Also, this area also exceeds the Floor Area Ratio (FAR). Therefore, as soon as a square foot is added to a building it is considered more non-conforming.

R. Rowen: Language could be drafted that allows for a waiver for minor modifications such as an extension of a vestibule or an access point without substantially changing the building itself.

J. Simons: Requested that the Town Planner research other town bylaws to determine what the FAR is for their density requirements in various zoning districts and overlay districts.

J. Tymon: Will draft proposed language for Bylaw Section 18 and forward the language to the Board for review.

DISCUSSIONS

North Parish Church: Demolition/Replacement of Parish Hall.

J. Tymon: The North Parish Church has begun a project to demolish and re-build the Parish Hall. The project has been reviewed by the Old Center Historic Commission and the Conservation Commission. Lisa Eggleston did a stormwater review and an Order of Conditions has been issued.

John Smolak, Attorney for North Parish: The project is under construction. Provided and overview of the site and project scope. The two issues driving the project are that the North Parish Church currently leases space across the street from the Old Center Realty Trust and they would like to eliminate the need for the children crossing the road to attend programs and in 2006 during a renovation process some variances were obtained which are sunsetting in 2016. The last remaining variances that are in effect relate to accessibility issues with respect to this religious educational wing. Stormwater management for the addition consists of infiltrators for the roof runoff. Most of the existing building will be infiltrated as well. The new footprint will be slightly larger than existing; however, what is seen from Great Pond Road is very similar to what is seen today. Presented elevations that were reviewed by the Old Center Historic Commission.

Deb Putnam, Co-Chair of Building Task Force for North Parish: The profile on the proposed rendering is exactly what is seen from Great Pond Road today with the exception of where there is now an entrance into the office space and there is a bay window.

R. Rowen: What were the variances that applied to Planning?

J. Smolak: Primarily Site Plan Review and Parking. A thorough evaluation of the Dover Amendment was conducted with the Building Inspector and Town Staff had discussions with Town Counsel related to this project.

Lynne Rudnicki: Suggested landscaping is used to buffer sound from the condenser units.

J. Tymon: This project was a discussion item only. Conservation and L. Eggleston have reviewed all the draining calculations.

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85 Brooks School: Reconfiguring driveways and pedestrian walkways.

86 J. Tymon: There have been many discussions with Brooks, Jennifer Hughes, and myself related
87 to this project. The project consisted of reconfiguring driveways and walkways and a small
88 extension of the Chapel building. There is a small portion of the project, approximately 1,000
89 sq. ft. in the Non-Discharge Zone. Both Conservation and Lisa Eggleston have reviewed the
90 plan. L. Eggleston recommended to the Conservation Commission a Notice of Negative
91 Determination. Therefore, this project will not require an Order of Conditions. Brooks School
92 has done their own hydrology analysis and stormwater analysis which were submitted to L.
93 Eggleston. L. Eggleston has provided a response stating that any impacts of the increased
94 imperviously cover will be adequately mitigated prior to discharge to the wetlands.

95 Brian Palm, Director of Environmental Stewardship along with Dean Ellerton, Director of
96 Operations: Provided an overview the site plan, stormwater management plan, reconfiguring of
97 pavement and parking areas, and the expansion to the Chapel. The stormwater management plan
98 includes 3 bio-retention areas and rain gardens. There stormwater will be both treated and
99 retained. The volumes have been designed for at least twice and in some cases four times
100 capacity for the work that will be done. The goal of the project is to make the campus safer for
101 vehicle and pedestrian traffic. The expansion of the Church building is less than 1,000 sq. ft.
102 There is a small extension to two of the corners and an elevator is being added to the back for
103 ADA compliance.

104 R. Rowen: Expressed the well preparedness, tradition of doing things the right way, and
105 goodwill has been built up over the years by Brooks School. Stated he would look favorably
106 upon waiving the requirement of review for this project.

107 L. Rudnicki: Suggested L. Eggleston's letter be put in the Planning file.

108 **MOTION**

109 A motion was made by D. Kellogg to waive the requirement for Site Plan Review for the
110 reconfiguration of driveways and pedestrian walkways at Brooks School. The motion was
111 seconded by L. Rudnicki. The vote was unanimous, 4-0 (J. Simons had not arrived yet).
112

113 **MEETING MINUTES**

114 Approval of March 18, 2014 meeting minutes.

115 **MOTION**

116 A motion was made by L. Rudnicki to approve the March 18, 2014 meeting minutes. The
117 motion was seconded by D. Kellogg. The vote was unanimous, 5-0.
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119 **ADJOURNMENT**

120 **MOTION**

121 A motion was made by M. Colantoni to adjourn the meeting. The motion was seconded by L.
122 Rudnicki. The vote was unanimous, 5-0.
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126 The meeting adjourned at 8:30 pm.

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128 MEETING MATERIALS: Agenda, Discussion Items: North Parish Church: Plan-Permit Set (9
129 pages), Brooks School: Narrative Supplement Brooks School Chapel & Connector Drive
130 Improvement Project from Whitman & Bingham Associates, Preliminary Erosion Control Plan,
131 Overall Plan, Overall Plan (in color), Existing Conditions Plan, Email dated 3/19/14 from L.
132 Eggleston re: Updates and Edits Brooks School, Public Hearings: 80 Saile Way: Conservation
133 Department memo re: Enforcement Order: Buffer Zone Restoration at 80 Saile Way dated
134 2/27/14, WPA Form 9 – Enforcement Order dated 2/26/14, Existing Conditions Plan with Added
135 Plantings 80 Saile Way, Notice of Decision dated 3/24/04 80 Saile Way, Annual Town Meeting
136 Zoning Articles: Legal Notice: Notice of NA Planning Board Hearing, Letter dated 3/31/14
137 from RCG West Mill NA LLC re: Proposed Modifications to Section 18.0 (Downtown Overlay
138 District), Article XX, Amend Section 18 Downtown Overlay District draft language (2 pages),
139 Article XX, Amend Section 18.9 Non-Conforming Uses, Article XX, Amend Zoning Map-Wind
140 Facilities, Article XX, Amend Zoning Map-Medical Marijuana Treatment Facilities Overlay,
141 Draft Medical Marijuana Overlay District Bylaw dated 3/5/14, Draft meeting minutes 03/04/14.